

## PRE-APPROVAL SITE VISIT FORM

Site name: \_\_\_\_\_ Phone Number \_\_\_\_\_

Site address: \_\_\_\_\_

Name of person to contact for use of site: \_\_\_\_\_

Type of site:        \_\_\_\_\_ Recreational  
                          \_\_\_\_\_ School  
                          \_\_\_\_\_ Church  
                          \_\_\_\_\_ Playground  
                          \_\_\_\_\_ Park  
                          \_\_\_\_\_ Residential Camp  
                          \_\_\_\_\_ Other, Explain \_\_\_\_\_

Estimated number of children the site could serve: \_\_\_\_\_

Estimated number of needy children in area: \_\_\_\_\_

Estimated number of supervisory personnel needed to adequately control the food service: \_\_\_\_\_

Is another site needed in this area? \_\_\_\_\_

Is the food preparation area on site? \_\_\_\_\_ Yes    \_\_\_\_\_ No. If no, what satellite facility will serve this site? \_\_\_\_\_

Is there a place to store prepared or delivered food? \_\_\_\_\_

Is there a place to store summer food service records? \_\_\_\_\_

### Describe the facility and equipment available:

Seating capacity \_\_\_\_\_

Shelter (inclement weather) \_\_\_\_\_

Refrigeration \_\_\_\_\_ Milk Coolers \_\_\_\_\_

Frozen storage \_\_\_\_\_ Dry storage \_\_\_\_\_

Stoves \_\_\_\_\_ Ovens \_\_\_\_\_

Holding Facilities \_\_\_\_\_ Serving counters \_\_\_\_\_

Are all utilities operable?    ☐ Gas                      ☐ Electricity  
   ☐ Hot Water           ☐ Cold Water  
   ☐ Other, Explain \_\_\_\_\_

Are present facilities adequate to meet the needs of this proposed meal service? \_\_\_\_\_  
If not, comment: \_\_\_\_\_  
\_\_\_\_\_

Has the facility been inspected by the local county sanitarian?    ☐ Yes    ☐ No    If not,  
when will this inspection be made? \_\_\_\_\_

What types of organized activities are possible or planned at this site? \_\_\_\_\_  
\_\_\_\_\_

List any deficiencies that have been observed and may need to be repaired before the program  
begins: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I certify that this site has been inspected before the beginning of the Summer Food Service  
Program.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date